

# SWCD Budget Request Submission Instructions

## General Instructions

1) Login to the application from the following page of the TSSWCB website --  
<https://www.tsswcb.texas.gov/swcds/request/>.

2) Login credentials for SWCDs will consist of:  
a **user name** – the first part of the SWCD's email address (ex → bosqueswcd)  
a **password** – the SWCD's 3-digit mail code

NOTE: It is possible to make changes to data in Pages 1 and 2 before Page 3 is submitted. After Page 3 is submitted, the answers are locked and the entire request is considered complete.

3) After login, please enter the appropriate data for each field on Page 1, then click the “submit” button at the bottom of the page. Repeat this process for Page 2 and Page 3.

4) After submitting your SWCD's request, you will be prompted to print a copy of it for your records.

If you have any questions regarding your SWCD's user name or password, or if you need technical assistance please contact your field representative or Clay Wright, TSSWCB network specialist, at [cwright@tsswcb.state.tx.us](mailto:cwright@tsswcb.state.tx.us) or 254-947-8547.

## Special Note On Priority Areas

If an SWCD is eligible to request state funds because of the SWCD's location in a WPP and/or TMDL priority area, those blanks will be open for entering a requested dollar amount. If an SWCD is not located in a priority area, a message will be displayed to that effect and the SWCD will not be able to request funds for those needs. More information on these priority areas is below.

WPPs for SWCDs in a priority area:

Watershed Protection Plans (WPPs) are locally-driven mechanisms for voluntarily implementing prioritized water quality protection and restoration strategies. WPPs holistically address all of the sources and causes of impairments and threats to surface water resources within a watershed.

A WPP project addressing verified or suspected agricultural or silvicultural nonpoint source pollution is on-going in a watershed with this SWCD. This WPP

will affect agricultural operations within the watershed. More information on WPPs is available at <http://www.tsswcb.texas.gov/wpp>.

TMDLs for SWCDs in a priority area:

Total maximum daily loads (TMDL) are federally-driven studies that define the maximum amount of a pollutant that a waterbody can assimilate and still meet water quality standards. Based on the pollutant reduction goal set by the TMDL, an Implementation Plan (I-Plan) is then developed that prescribes the measures necessary to mitigate human-caused sources of that pollutant in that waterbody.

A TMDL project addressing verified or suspected agricultural or silvicultural nonpoint source pollution is on-going in a watershed within this SWCD. This TMDL and I-Plan will affect agricultural operations within the watershed. More information on TMDLs is available at <http://www.tsswcb.texas.gov/tmdl>.

For questions related to Watershed Protection Planning (WPP) or Total Maximum Daily Load (TMDL) priority areas, please contact Aaron Wendt, TSSWCB statewide watershed planning coordinator, at [awendt@tsswcb.texas.gov](mailto:awendt@tsswcb.texas.gov) or 254-773-2250, ext. 232.